

Child Minding Enrolment Form

The Kingborough Sports Centre (KSC) Child Minding Service is a free “adjunct” service provided for non-school aged children (0-5 years) during the time that their parent/guardian is participating in a KSC Fitness or centre run sports activities within the KSC building.

‘Adjunct child care’ is the short term care of children at a premises, other than at home, provided in conjunction with a meeting, function, or activity that involves the parents of the children, or a person who would otherwise have care of the children during the period the child care occurs, and where the parent/person who would otherwise have care of the children remains on site. A maximum time of 2 hours applies for each child in care.

Enrolment details will be collected for each child the first time they utilise the KSC Child Minding Service. Please let our staff know if any details require updating. The parent/guardian of each child will also need to sign their child/children in and out for each visit. Children will need to bring their own snacks, and drinks as appropriate (no nuts or fish products please). All bags and belongings must be clearly labelled with the child’s full name.

Bookings are required for some sessions. Please refer to staff for details.

Please provide child/children’s details:

Child 1	First Name:	Surname:	Date of birth:
Child 2	First Name:	Surname:	Date of birth:
Child 3	First Name:	Surname:	Date of birth:

Address:	Postcode:

Parent/Guardian name:		
Relationship to child:		
Phone numbers: (home)	(work)	(mobile)
Email address:		
Primary use of service (please tick): Fitness Centre <input type="checkbox"/> Netball <input type="checkbox"/> Other (please specify)		

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Medical/Behavioural Information <i>(does your child have any medical or behavioural issues that may affect their time in the Child Minding Service?): YES/NO</i>	Child 1:	Child 2:	Child 3:
Asthma?			
Epilepsy?			
Allergies?			
Diabetes?			
Physical disability?			
Medication required?			
Behavioural concerns? Eg. Challenging behaviours, aggression, Autism, Asperger's?			
Other?			
Please provide details of exact issue and relevant management plans :			

***** PLEASE NOTE:** *It is imperative that we keep our staff and children safe from risk of injury or exposure to inappropriate behaviour and/or dangerous situations. All potential behavioural and/or medical issues MUST be disclosed in order for our staff to be fully informed regarding your child.*

Any behavioural or medical issue that indicates potential risk to KSC staff, property, other children or KSC patrons may lead to your child's attendance being refused at the discretion of KSC Management.

*Children suffering from asthma, diabetes, allergies, or other medicated conditions **MUST** disclose it to the KSC Child Minding staff. KSC staff are not permitted to administer any form of medication, unless in an Anaphylactic emergency.*



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I, the parent or legal guardian of

(child/children's name/s)

do hereby request my child's attend the KSC Child Minding Service. I hereby authorise KSC staff to supervise my child/children within the Kingborough Sports Centre. I also hereby waive all claims against the Kingborough Council, Kingborough Sports Centre, and KSC staff of any accidents, injuries, and/or wounds sustained by my child during their attendance at the KSC Child Minding Service.

In the event of an emergency, every effort will be made to contact the parent/guardian of the above named child/children. If that person cannot be reached, I hereby give permission for my child/children to receive medical/ambulance assistance in case of emergency and agree to pay any related costs incurred.

Emergency Contact Details (if parent/guardian is not contactable):

Name:	Contact number:
Name:	Contact number:

Parent/Guardian name (print): _____

Parent/Guardian Signature: _____

Date: _____

Privacy Statement

The personal information requested is personal information for the purposes of the Personal Information Protection Act 2004 ("the Act") and will be managed in accordance with the Act. The personal information is being collected by Kingborough Council (the "Council") for the purposes of managing, assessing, advising on and determining the relevant application in accordance with the Land Use Planning and Approvals Act 1993 and other related purposes. The personal information may also be used for the purpose of data collection.

The intended recipients of the personal information are Council officers, agents of the Council and /or data service providers and contractors engaged by the Council from time to time. The information may also be made publicly available on Council's website and available for any person to inspect in accordance with section 57 of the Land Use Planning and Approvals Act 1993. The supply of this information is voluntary. However, if you cannot provide or do not wish to provide the information sought, the Council will be unable to accept and/or process your application.